



## **Terms of reference**

**Job title:** National Consultant on Sustainable Urban Planning

**Location:** Chisinau, Moldova (with possible travel in Moldova)

**Contract type:** Individual Contract (IC)

**Expected workload:** approximately 80 working days over the period of July 1, 2015 – June 30, 2016

## **Background**

Currently, over 50 percent of the world's population lives in urban areas consuming over 70 percent of the global energy supply while being responsible for 70 percent of the world wide carbon dioxide emissions<sup>1</sup>. By 2030, it is expected that 5 billion people worldwide will live in cities. This is mainly caused by people moving from rural to urban areas searching for better economic and employment conditions. Moldova is in line with the global trend of continuously growing urbanization from 47% in 2010 to 60% in 2030. Chisinau, Moldova's capital and also the largest city whose inhabitants make up over 22% of the total country population, is the largest energy user, emitter of GHGs, and consumer of resources in the country.

Therefore, UNDP and the GEF are currently developing a project which aims to create a model for sustainable green cities in Moldova by supporting a shift towards low-emission and resilient urban development and implementing mitigation policies in the most efficient and cost effective manner. This project places specific attention on finding integrated solutions for increasing the involvement of the private sector and promoting the green economy, addressing the private sector as supplier of urban services, provider of innovative technologies and management practices, and implementer of low-emission policies. The five components of the project consist of:

1. The establishment of an innovation hub in Chisinau which identifies, develops, and secures financing for innovate green urban development proposals, thus providing support to the following three components.
2. Support for integrated urban planning in the area of waste with a focus on developing an integrated waste management strategy for the City of Chisinau including the development, scoping, financing, implementation and operation of a waste-to-energy project.
3. Support for integrated urban planning in the area of sustainable transport with a focus on developing and adopting a Sustainable Urban Transport Plan (SUTP), a parking strategy for Chisinau, and an integrated traffic management system (ITMS).
4. Support for the energy sector with a focus on developing a national database on energy consumption for all public buildings, an Energy Management Information System (EMIS), and detailed

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<sup>1</sup> Climate Action, 2013: Sustainable Cities – Building cities for the future available at: [http://www.sustainablecities2013.com/images/uploads/documents/SC\\_2013.pdf](http://www.sustainablecities2013.com/images/uploads/documents/SC_2013.pdf)

and comprehensive trainings on ESCOs all contributing to catalyze additional investment in energy efficiency.

5. The replication of the integrated urban planning approach to at least three other cities with special emphasis on outreach and dissemination of best practice including establishing innovation hubs.

In summary, the project will address the modernization of urban policies, develop integrated urban development plans and methodological guidance by using innovation hubs as the key mechanisms to drive investment and develop innovative approaches for broader citizen engagement through incentive schemes, awareness raising and capacity development targeting the urban population. Priority sectors for technology transfer and accelerated uptake of low-emission technologies, approaches and mitigation options are energy efficiency, transport, and waste management. The private sector will be systematically engaged as a partner since private sector investment mobilized is a key indicator of project success. In addition, dissemination of best practices will be replicated from Chisinau to other towns and cities.

### **Description of Responsibilities**

The Consultant will be part of a team of consultants which will conduct a number of studies and stakeholder consultations with the view to further develop the approved project concept into a fully formulated project document. The final output of the initiation plan will be a UNDP-GEF project document and GEF CEO endorsement template ready for submission to UNDP and GEF including GEF tracking tools, and all co-financing letters. The consultant will report to a Senior International Consultant who will be the team leader and he/she will mainly focus on strengthening and specifying the baseline situation of sustainable urban planning in Chisinau as well as identifying at least three other cities in Moldova where the low-emission and resilient urban development approach will be replicated. The Consultant's responsibilities include the following:

**OUTPUT 1: Support the team leader in the data collection and other required activities related to the development of a detailed 40-70 page Baseline Report which describes the green urban development baseline situation in the City of Chisinau.**

Task 1: The consultant will be responsible for supporting the team leader in the development of a detailed report describing the baseline situation of green urban development and with particular emphasis on (i) waste (ii) transport (iii) energy consumption in public buildings and (iv) green spaces/urban planning related issues. Specific tasks include, inter alia:

- Support the team leader in conducting a detailed report on the baseline situation in the areas of waste and give a detailed overview on the current waste management situation, policies, strategies and other related documents on national level and for the City of Chisinau.
- Support the team leader in analyzing and identifying already existing integrated approaches including analyzing the urban development plan for Chisinau and the green urban development plan (currently under development).
- Support the team leader in conducting a detailed report on the baseline situation in the area of transport giving a detailed overview on the current transport management situation, policies,

strategies and other related documents on national level, for Chisinau as well for three other cities in Moldova to be identified.

- Support the team leader in analyzing and identifying potential entry points of transport issues to integrated urban planning integrated such as a Sustainable Urban Transport Plan (SUTP), a parking strategy for Chisinau, and an integrated traffic management system (ITMS).
- Support the team leader in conducting a detailed report on the baseline situation in the area of energy giving a detailed overview on the current energy situation, policies, strategies and other related documents on national level, for Chisinau as well for three other cities in Moldova to be identified.
- Support the team leader in analyzing and identifying potential entry points of energy issues to integrated urban management planning such as developing a national database on energy consumption for all public buildings, an Energy Management Information System (EMIS), and detailed and comprehensive trainings on ESCOs all contributing to catalyze additional investment in energy efficiency.

**OUTPUT 2: Assist in providing detailed energy consumption and GHG emissions related data for the City of Chisinau and assist in the identification of specific demonstration projects.**

Task 1: The consultant will be responsible for supporting the team leader in providing detailed calculations using approved GEF methodologies on CO<sub>2</sub> GHG emissions from the baseline situation in the City of Chisinau including detailed data on energy consumption and GHG emissions from the waste, transport, and buildings sectors using the most recent data possible (from years 2013 or 2014). Detailed tables on both GHG emissions and energy consumption for the city of Chisinau related to energy, transport, and waste sectors should be provided.

Task 2: Assist and support the team leader in the identification and suggestion of specific demonstration projects related to transportation, waste, and or energy efficiency in buildings and include basis information about each investment project including estimated investment cost, payback period, and GHG savings over the project lifetime.

Task 3: Assist and support the team leader in identifying and proposing at least three other cities in Moldova where the project could replicate the integrated urban planning approach of Chisinau and establish innovation hubs.

**OUTPUT 3: Assist and support the team leader in assessing the current and former work relationships of various ministries and departments**

Task 1: The consultant will be responsible for assisting and supporting the team leader in assessing the current and former work relationships of various ministries and departments including former initiatives of integrated and inter-disciplinary urban planning between several ministries and departments to identify challenges and opportunities for the establishment of the Urban Sustainability Development Council (IUDC).

**OUTPUT 4: Assist and support the team leader in mobilizing and engaging stakeholders during project design**

Task 1: The consultant will be responsible for assisting and supporting the team leader in mobilizing and engaging stakeholders during project design such as the City of Chisinau, the Ministry of Environment, the Ministry of Transport, the Ministry of Economy, the Ministry of Regional Development and Construction, egov (www.egov.md), the Energy Efficiency Agency, the Energy-Efficiency Fund, World Bank, EBRD, OECD, EU, GIZ, and the Regional Environment Centre (REC).

Task2: The consultant will be responsible for assisting and supporting the team leader in negotiating partnerships with on-going projects of these stakeholders and aligning their activities and projects to build synergies for this project. The consultant will also assist the team leader in providing a profound documentation of these consultations including outcomes, recommendations etc.

**OUTPUT 5: Assist and support the team leader in developing a detailed 40-70 page Baseline Report encompassing all Outputs in a coherent and inclusive document.**

Task 1: The consultant will be responsible for assisting and supporting the team leader in developing a detailed 40-70 page Baseline Report encompassing all Outputs in a coherent and inclusive document. The baseline report will describe in detail the baseline situation in the City of Chisinau with regards to green urban development with particular emphasis on (i) waste (ii) transport (iii) energy consumption in public buildings and (iv) green spaces/urban planning related issues as well as providing detailed energy consumption and GHG emissions related data (for city of Chisinau) and proposing specific demonstration projects.

**OUTPUT 6: Support the team leader in other tasks related to the development of the UNDP-GEF project document as required.**

**Arrangements**

The International Consultant will report directly to the Sustainable Development Cluster Lead and the Project Team Leader and will be part of the team of consultants.

The key products to be delivered and the timeframe are estimated to be broken down as follows:

No.	Deliverables/milestones	Indicative timeframe
1.	OUTPUT 1: Support the team leader in the data collection and other required activities related to the development of a detailed 40-70 page Baseline Report which describes the green urban development baseline situation in the City of Chisinau.	July – September 2015
2.	OUTPUT 2: Assist in providing detailed energy consumption and GHG emissions related data for the City of Chisinau and assist in the identification of specific demonstration projects.	August – September 2015
3.	OUTPUT 3: Assist and support the team leader in assessing the current and former work relationships of various ministries and departments	September – November 2015
4.	OUTPUT 4: Assist and support the team leader in mobilizing and engaging stakeholders during project design	September – November 2015
5.	OUTPUT 5: Assist and support the team leader in developing a detailed 40-70 page Baseline Report encompassing all Outputs in	July – September 2015

	a coherent and inclusive document.	
6.	OUTPUT 6: Support the team leader in other tasks related to the development of the UNDP-GEF project document as required.	December 2015 – June 2016

### **Financial Arrangements**

Payments will be disbursed in several installments, upon submission and approval of deliverables, and certification by Sustainable Development Cluster Lead that the services have been satisfactorily performed.

### **Competencies:**

- Strong interpersonal skills, communication skills and ability to work in a team
- Ability to plan and organize his/her work, efficient in meeting commitments, observing deadlines and achieving results
- Openness to change and ability to receive/integrate feedback
- Ability to work under pressure and stressful situations
- Strong analytical, reporting and writing abilities

### **Qualifications:**

#### **Education**

- Advanced University degree in economics, energy, engineering, international relations, environmental science, social sciences or a related field

#### **Experience**

- At least 5 years of work experience related to sustainable urban planning
- Experience with integrated urban planning, such as with interventions simultaneously addressing energy and/or waste and/or transport related issues is an advantage
- Strong technical knowledge and experience of green urban planning preferably in the field of energy, transport, and waste
- Strong knowledge of laws, strategies, responsibilities etc. of all stakeholders involved in urban planning in Moldova, such the City of Chisinau, the Ministry of Environment, the Ministry of Transport, the Ministry of Economy, and the Ministry of Regional Development and Construction etc.
- Strong knowledge on statistics related to urban management in Chisinau, such as GHG emissions, waste etc.
- Experience with partnerships/resource mobilization for urban interventions is an advantage
- Prior experience working with Government bodies related to urban planning is an advantage
- Knowledge of MS Word, Excel and email communication software

### **Language**

- Excellent English and Romanian writing and communication skills